

TAB

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1. INTELLIGENCE TRAINING DIVISION

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27 July 1953

INTELLIGENCE TRAINING DIVISION

- I. The mission of the Division is to plan, organize, and conduct training courses in intelligence subjects for professional officers of the Agency.
- II. The Division conducts its training activities in three branches:
  - (1) the Intelligence School, (2) the Reading Improvement Branch, and (3) the Provisional Training Branch.
- A. The Intelligence School offers training in the principles, organization, methods and problems of intelligence work.
  1. In accordance with CIA Regulation [REDACTED] it conducts the Basic Intelligence Course (Intelligence) for the new professional employees of the Agency offices under the Deputy Director, Intelligence and for the Junior Officer Trainees selected by the Office of Training. This is a six-weeks course, and a new class is enrolled the first Monday of each month. The curriculum covers the mission, organization and functions of CIA and the IAC Agencies and the agencies concerned with national security; the principles and methods of intelligence work, particularly as they relate to the production of national intelligence; and the current world situation. The course is conducted by lectures, readings, group discussions, and trainee projects and exercises. 25X1A
  2. Intermediate courses are in the developmental stage. Two have been conducted--one for research employees in the Office of Intelligence Support and the other for analysts in the Office of Scientific Intelligence. Intermediate courses are designed to give junior and middle-grade employees, who have had some intelligence experience, training in the principles and methods of their fields or in special subjects desired by their Office.
- B. A report of the training offered by the Reading Improvement Branch, the numbers of employees trained, and some results achieved, is attached.
- C. The Provisional Training Branch conducts individual training programs for persons awaiting full security clearances. The training is adapted to the backgrounds and proposed assignments of the employees. Since they enter and leave at irregular dates, the program has to be flexible and conducted to meet individual requirements.

III. The staff of the Division, in addition to the Chief, is currently composed as follows:

A. Intelligence School

6 Training Instructors  
1 Training Assistant  
3 Clerical Employees

B. Reading Improvement Branch

3 Training Instructors  
1 Training Assistant  
1 Clerk

C. Provisional Training Branch

Half-time services of one Training Instructor of Intelligence School

IV. The attached table gives the number of employees who have taken the BIC (I) and the Agency offices represented:

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COURSES OF BIC (I)

| <u>COURSE NO.</u> | <u>OFFICES</u> | <u>TOTALS</u> |
|-------------------|----------------|---------------|
| I                 | JOT/OTR        | 17            |
| II                | JOT/OTR        | 21            |
| III               | JOT/OTR        | 23            |
| IV                | JOT/OTR        | 22            |
|                   | OO             | 2             |
|                   | OCD            | <u>4</u>      |
|                   |                | 28            |
| V                 | JOT/OTR        | 6             |
|                   | OO/Sovmat      | 1             |
|                   | FDD/OO         | 7             |
|                   | OCI            | 1             |
|                   | OCD            | 4             |
|                   | OSI            | <u>1</u>      |
|                   |                | 20            |
| VI                | JOT/OTR        | 5             |
|                   | OO             | 6             |
|                   | OSI            | <u>1</u>      |
|                   |                | 12            |
| VII               | JOT/OTR        | 4             |
|                   | OO             | 1             |
|                   | FDD/OO         | 1             |
|                   | OCI            | 1             |
|                   | OCD            | 13            |
|                   | OSI            | 4             |
|                   | Commo          | 1             |
|                   | Personnel      | <u>1</u>      |
|                   |                | 26            |
| VIII              | JOT/OTR        | 5             |
|                   | A&E/OTR        | 1             |
|                   | OCD            | 10            |
|                   | OO             | 1             |
|                   | FDD/OO         | 1             |
|                   | OSI            | <u>1</u>      |
|                   |                | 19            |

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| <u>COURSE NO.</u> | <u>OFFICES</u>    | <u>TOTALS</u> |
|-------------------|-------------------|---------------|
| IX                | JOT/OTR           | 2             |
|                   | A&E/OTR           | 2             |
|                   | FDD/00            | 5             |
|                   | OCI               | 3             |
|                   | OCD               | 3             |
|                   | ORR               | 1             |
|                   | ONE               | 1             |
|                   | Comp.             | <u>1</u>      |
|                   |                   | 18            |
| X                 | JOT/OTR           | 1             |
|                   | FDD/00            | 11            |
|                   | Contacts/00       | 1             |
|                   | ██████████        | 2             |
|                   | OCI               | 2             |
|                   | OCD               | 9             |
|                   | ORR               | 14            |
|                   | Dept. of Army-G-2 | 1             |
|                   | Dept. of State-R  | <u>1</u>      |
|                   |                   |               |
| XI                | JOT/OTR           | 6             |
|                   | FDD/00            | 9             |
|                   | Contacts/00       | 1             |
|                   | ██████████        | 3             |
|                   | OCI               | 2             |
|                   | OCD               | 7             |
|                   | ORR               | 18            |
|                   | ONE               | 1             |
|                   | OSI               | 3             |
|                   | MTD/OTR           | 1             |
|                   | USAF-AFOIN        | 1             |
|                   | USN-ONI           | <u>1</u>      |
|                   |                   |               |
|                   | Total             | <u>279</u>    |

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SUMMARY

| <u>OFFICES</u>    | <u>TOTAL</u> |
|-------------------|--------------|
| JOT/OTR           | 112          |
| OTR               | 4            |
| OO                | 52           |
| OCI               | 22           |
| OCD               | 37           |
| ORR               | 33           |
| ONE               | 2            |
| OSI               | 10           |
| Commo             | 1            |
| Personnel         | 1            |
| Comptroller       | 1            |
| Dept. of Army G-2 | 1            |
| Dept. of State    | 1            |
| USAF              | 1            |
| USN               | 1            |
| Total             | 279          |

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